DOCUMENT RESUME

ED 112 997 JC 750 549

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TITLE The Employers II: A Survey of Employers Who Have Hired Career Program Graduates of Montgomery Community College.
INSTITUTION Montgomery Coll., Rockville, Md. Office of Institutional Research.
PUB DATE 75
NOTE 34p.; For a related document, see ED 097 927

EDRS PRICE MF-$0.76 HC-$1.95 Plus Postage
DESCRIPTORS Associate Degrees; *Employer Attitudes; Employment Qualifications; *Followup Studies; Job Skills; *Junior Colleges; Questionnaires; Technical Education; *Vocational Education; *Vocational Followup

ABSTRACT

As part of a student follow-up system, a survey was conducted of employers of 1973-74 career program graduates of Montgomery College (MC). The survey was divided into three major areas: the value of an associate degree in the working world, an evaluation of the job preparation given to MC graduates, and suggestions for improvements in individual curricula. Although there were 280 graduates of career curricula, only 96 of them (34 percent) gave permission for their employers to be contacted. The 77 responses represent an 80 percent return rate. Graduates were working to a great degree either for private firms or local government agencies, primarily in Montgomery County. While most of the employers employ other two-year college graduates, the majority of them indicated they did not give preference to associate degree holders. On the other hand, earning an associate degree while on the job increases promotion chances and upgrades one's position in terms of job tasks and responsibilities. Job preparation and performance were viewed as adequate to more than adequate overall. Respondents indicated that they would hire other MC graduates in the same skill area. The findings of this study were seen as virtually identical to those of a similar employer survey conducted in 1973. Data are tabulated, and the survey instrument is appended. (NHM)

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THE EMPLOYERS II

A Survey of Employers Who Have Hired Career Program Graduates of Montgomery Community College

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Office of Institutional Research and Analysis

Montgomery College

Montgomery County, Maryland

1975

JC 750 549

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INTRODUCTION

As part of a student follow-up system initiated at Montgomery College, a survey of employers of Montgomery College graduates was conducted for the first time in the fall of 1973. This resulted in The Employers, the first attempt to involve those who have hired Montgomery graduates in the educational program evaluation process. The present report continues this theme. Surveyed are employers of former students who graduated during the school year 1973-74.

The benefit from continuing this study on an annual basis is that comparisons can be made with preceding years. In this way, changes in particular programs can be monitored for their effect in the work world. Also attitudes on the part of employers toward two-year college graduates can be observed as changing or stable.

The focus of the employers' survey was divided into three major areas: the meaning of an associate degree in the world of work, an evaluation of the job preparation given to the graduate at Montgomery College, and suggestions by the employers for improvements in individual curriculums. As questionnaires were returned by the employers, copies were forwarded to the respective curriculum coordinator for use in program evaluation.

The original report had indicated that possession of the A.A. degree in itself was not essential to job entry, although it was likely to have a positive effect for somebody already employed. Graduates were seen as adequately prepared in a variety of areas. Pertinent suggestions were offered by many employers for strengthening various curriculums.

The present survey was conducted in a similar manner to the preceding one with an important exception. Questionnaires were sent this time only to employers of career curriculum graduates. The initial survey had involved both transfer and career graduates. Findings from several graduate follow-ups indicate that transfer graduates are more likely to work in an area unrelated to their studies. The transfer programs themselves do not have job preparation as a primary goal. Therefore, the employer survey is not always relevant as an evaluative measure for them. Career curriculums, on the other hand, have as a major purpose preparation for entry into an occupation. Feedback that employers give to the College is one measure of success.

The report of findings will basically follow the format of the questionnaire, preceded by a description of the population and sample.

The questionnaire used in these two studies was adapted from one originally developed and used by Dr. Cheryl Opacinch, Coordinator of Institutional Research, Catonsville Community College, and reported in Extending the Model of Program Evaluation - Career Graduates and their Employers, 1974.

THE POPULATION

On the 1974 Graduate follow-up questionnaire, 450 former students indicated they were working. Of this number, 280 were graduates of career curriculums. The employers of these career curriculum graduates became the target population of the present study. One hundred and ninety-nine of the employed career graduates provided names and addresses of their employers, but only 96 of them gave the necessary permission for their employers to be contacted. This represents 34 percent of the employed career graduates. Figures from the first employer survey show that 107 of the 245 employed graduates gave permission for their supervisors to be contacted, or a rate of 44 percent. However, for that study, only 66 employers actually completed the questionnaire while the present study is based on the responses of 77 employers, or a return rate of 80 percent. Thus, while a smaller number of graduates had no objections to their employers or supervisors being surveyed, more of these employers/supervisors actually participated.

In the previous study it had been suggested that bias might result from the possibility that those former students who gave the necessary permission were enjoying a more positive work relationship than those who did not give permission. This caveat remains in regard to the findings presented here. Hopefully, future studies will include mechanisms for speaking to this issue. There is no indication of a significant nonrespondent bias on the part of the employers, however, particularly with such a high response rate.

Sex and Curriculum of Students

A breakdown by sex revealed that 40 of the graduates whose

supervisors participated in this study were male while 37 were female. The curriculums these 77 graduates represent are presented in Table I. All but a few of the career curriculums are represented in this sample. Fire Science graduates constitute the greatest number, more than one-fourth of the sample, while graduates from the various allied health curriculums comprise close to one-third.

Type and Location of Employers

The employers participating can be categorized into six basic types: private firms or businesses, federal and local government agencies, hospitals, schools, and medical-dental offices. Table II presents a cross-tabulation of the types of employers by their geographical location. Private firms or businesses and local government agencies were the major types, each employing slightly more than one-fourth of the graduates.

Seventy-eight percent of the employers were located in Montgomery County, while only 4 percent were located in other states than Maryland, Virginia, and the District of Columbia. Sixty-seven percent of the total number of employed 1974 graduates who responded to the graduate follow-up were working in Montgomery County. The large numbers of students moving directly from their studies at the College to employment within Montgomery County is a fact documented by many previous studies done by the Office of Institutional Research and Analysis.

THE FINDINGS

A series of questions was designed to discover the meaning of an Associate degree in the world of work, both from the standpoint of securing a job and that of upgrading one's position.

TABLE I

CURRICULUMS OF GRADUATES WHOSE
SUPERVISORS PARTICIPATED IN THE STUDY

CURRICULUM	NO. OF SUPERVISORS	PERCENT
Dental Assisting	8	10.3
Dental Lab Technology	2	2.6
Medical Lab Technology	5	6.5
Mental Health Associate	3	3.9
Nursing	7	9.1
Computer Science	10	13.0
Engineering Technology	2	2.6
Hospitality Management	1	1.3
Instructional Aide	2	2.6
Criminal Justice	3	3.9
Fire Science	20	26.0
Radiation Science	1	1.3
Recreation Leadership	1	1.3
Secretarial Science	9	11.7
Art Advertising	1	1.3
Printing Technology	2	2.6
TOTAL	77	100.0

TABLE II

TYPES OF EMPLOYERS PARTICIPATING BY LOCATION

TYPE \ LOCATION	MONTGOMERY COUNTY	DISTRICT OF COLUMBIA	OTHER MD. COUNTY	VIRGINIA	OTHER STATE	TOTAL	PERCENT
Private Firm or Business	16	1	2	1	2	22	29
Federal Government	2	2	1	1	0	6	8
Local Government	20	1	0	0	0	21	27
Hospital	11	1	1	0	1	14	18
Medical or Dental Office	6	0	2	0	0	8	10
School	5	1	0	0	0	6	8
TOTAL	60	6	6	2	3	77	100
PERCENT	78	8	8	2	4	100	

Need for Associate Degree

The first question put to the employers concerned whether or not an Associate degree was part of the requirements for the position. Only 12 percent of the employers indicated this was the case. An additional 42 percent stated that the degree, though not required, was preferred. However, for almost one-half of these employers, possession of the degree itself was neither required nor necessarily preferred. (Table III.)

Attitudes Toward Hiring Two-Year College Graduates

Seventy-one percent of the employers indicated that they do employ other two-year college graduates besides the Montgomery College graduate. Most of these employers have just one or two other two-year college graduates working for them, although the range is from one to two hundred for a single employer. (Table IV.)

The majority of the employers (59%) do not show a preference to a prospective employee with an Associate degree over a person with two years of college and no degree. Forty percent stated they do give preference to the A.A. person. These results indicate that in less than half the jobs possession of the A.A. degree is more advantageous than simply two years of coursework in securing a job. This is generally in line with the findings from the first employer survey. (Table V.)

Promotion Potential of an Associate Degree

The effect that the acquisition of an Associate degree might have on one's present position was another area of interest. Employers were first asked if a person would have increased chances of being promoted once they earned their degree. Forty-four percent of the employers said

TABLE III

NEED FOR AN ASSOCIATE DEGREE FOR PRESENT POSITION

	NUMBER	PERCENT
A.A. Degree Required	9	12
A.A. Degree Not Required but Preferred	32	42
A.A. Degree Not Required	35	45
No Response	1	1
TOTAL	77	100

TABLE IV

EMPLOYERS EMPLOYING ADDITIONAL TWO-YEAR COLLEGE GRADUATES

	YES	NO	TOTAL
Do you employ other two-year college graduates?	55	22	77
	71%	29%	100%

TABLE V

DOES EMPLOYER GIVE PREFERENCE TO GRADUATES WITH ASSOCIATE DEGREE OVER STUDENTS WITH TWO YEARS OF COLLEGE AND NO DEGREE?

	YES	NO	NO RESPONSE	TOTAL
Preference Given to A.A.?	31	45	1	77
	40%	59%	1%	100%

this would "sometimes" be true, while 42 percent were even stronger in stating this would "usually" be the case. (Table VI.)

A similar pattern of responses was given to the question of whether a person who earned the degree would be expected to assume greater responsibilities. Forty-three percent of the employers replied "sometimes" while 39 percent said "usually." Ten percent of the employers felt that a person in their organization who earned such a degree would "always" be expected to assume greater responsibilities.

Forty-six percent of the employers stated that A.A. graduates would "usually" be expected to perform job tasks requiring a higher level of skills. Another 40 percent indicated this would "sometimes" occur, while 9 percent thought it would "always" be true.

Overall, the findings are in agreement with data from the first report. The earning of an Associate degree has the effect of increasing one's chances of being promoted as well as raising the level of job tasks and responsibilities at least more than half of the time.

Attitudes Toward Preparation of Employees

Job preparation and performance of Montgomery College graduates was the focus of another set of questions asked of the employers. Specifically, they were asked to rate the preparation of the graduate in eight areas: depth in the various areas of knowledge required by the job, scope of the various areas of knowledge required by the job, understanding of the theory behind the tasks performed, performance of job skills, familiarity with equipment and machines used on the job, ability to communicate with superiors, ability to get along with fellow workers, and

TABLE VI

PROMOTION POTENTIAL OF EMPLOYEE EARNING AN ASSOCIATE DEGREE

WOULD AN A.A. DEGREE...	NEVER	UNLIKELY	SOMETIMES	USUALLY	ALWAYS	NO RESPONSE	TOTAL
increase promotion chances?	1	3	34	32	4	3	77
PERCENT	1	4	44	42	5	4	100
give employee greater responsibilities?	2	1	33	30	8	3	77
PERCENT	3	1	43	39	10	4	100
increase job tasks requiring a high level of skills?	1	0	31	35	7	3	77
PERCENT	1	0	40	46	9	4	100

overall work attitude. Responses to these questions are shown in Table VII. The preparation given to Montgomery College graduates in every area mentioned was deemed adequate to more than adequate by a large percentage of the employers. The most highly rated items were those reflecting interpersonal and attitudinal dimensions: ability to communicate with superiors, ability to get along with fellow workers, and overall work attitude. The skill area receiving the lowest rating was familiarity with equipment and machines. One person out of ten was seen as inadequate in this regard.

Attitudes Toward Hiring Additional Montgomery College Graduates

Employers were asked if, based on their experience with a Montgomery College graduate, they would employ another Montgomery graduate who has a degree in the same area as the current employee. Fifty-two percent answered "yes-without reservation," while 43 percent stated "yes-with careful screening." Since three employers did not respond, only one employer actually answered "no." Even that employer apparently misunderstood the question as he commented that he would "move [a new employee] to a higher position." Responses to this question, again in agreement with the previous survey, indicate that Montgomery graduates have been establishing a reputation as qualified employees.

Employers' Comments about Montgomery College Graduates and their Academic Preparation

Comments were solicited from the employers concerning any skills or areas of knowledge that could be strengthened by the College. They were also asked for any additional skills or areas of knowledge they feel an

TABLE VII

EVALUATION BY EMPLOYERS OF THE PREPARATION
GIVEN TO THE GRADUATE BY MONTGOMERY COLLEGE

AREA BEING EVALUATED	INADEQUATE	ADEQUATE	MORE THAN ADEQUATE	NOT OBSERVED	TOTAL
Depth of knowledge required by the job	4	40	30	3	77
PERCENT	5	52	39	4	100
Scope of knowledge required by the job	5	36	35	1	77
PERCENT	7	47	45	1	100
Understanding of the theory behind the tasks	2	39	32	4	77
PERCENT	3	51	41	5	100
Performance of job skills from beginning of employment	7	33	32	5	77
PERCENT	9	43	41	7	100
Familiarity with equipment and machines	8	36	27	6	77
PERCENT	10	47	35	8	100
Ability to communicate with superiors	0	36	40	1	77
PERCENT	0	47	52	1	100
Ability to get along with fellow workers	2	31	43	1	77
PERCENT	3	40	56	1	100
Overall work attitude	0	31	45	1	77
PERCENT	0	40	59	1	100

A.A. graduate in their employ should have. As the questionnaires were returned, copies were forwarded to the coordinator of the respective program. The comments of the employers are summarized below according to the curriculum area represented.

Dental Assisting - The dentists employing the graduates felt more attention should be given to practical application of psychological principles when dealing with patients. One dentist felt that skill in the taking and mounting of x-rays could be strengthened and the ability to change developing solution added. Improved familiarity with materials, particularly surgical instruments and their use, was also suggested. A general knowledge of business office procedures was seen as something that would be helpful.

Dental Lab Technology - One employer from this area suggested more time be spent on crown, bridge, and ceramics, while another felt that communication skills could be strengthened.

Mental Health Associate - Supervisors of graduates from this program most frequently mentioned writing skills as an area that could use improvement. One-to-one interviewing skills was another area mentioned in this regard. Additional suggestions included knowledge of the total service system, public and private, as well as the inclusion of more sociologically related subjects in the curriculum.

Nursing - The overriding concern of supervisors of Nursing graduates was that students be given more clinical experience. Specific technical areas that were mentioned as weak were sterile technique, including dressing changes, catheterizations, dialysis, and the starting of long term intravenous therapy.

Computer Science - Employers of Computer Science graduates felt that more attention should be given to systems hardware, in addition to training in mathematics and programming. Skill in technical writing was also seen as valuable. One employer thought the weakest area of preparation for his graduate was in putting together the different programming techniques into programs. Another expanded on this theme by suggesting more discussion on the sizing of a computer configuration for given applications. Knowledge of coding was excellent, but conceptual or practical knowledge of data-base management was seen as weak.

Fire Science - The many employers of Fire Science graduates hoped that additional training could be given in the area of community and public relations, including public speaking. A typing course was suggested in light of the many reports that had to be done. Training in interpersonal skills, particularly with regard to the management and supervision of personnel was also seen as important.

Printing Technology - More practical experience in all areas was noted by employers of Printing Technology graduates. One supervisor suggested additional skills in random dot process and continuous tone plates.

SUMMARY

A survey of employers and supervisors of career curriculum graduates for 1973-74 was conducted as a second such attempt to involve employers in the evaluation process of College programs. A total of 77 employers/supervisors participated, representing an 80 percent response rate. The graduates, who represented a wide cross-section of the career curriculums, were working to a great degree either for private firms or local government agencies, and primarily in Montgomery County.

It was discovered that few of the jobs graduates are holding require an Associate degree. While most of the employers employ other two-year college graduates, the majority of them indicated they did not give preference to a person with an A.A. degree over a person with two years of college and no degree. On the other hand, earning an Associate degree while working for one of these employers has the effect of increasing promotion chances and upgrading one's position in terms of job tasks and responsibilities.

Job preparation and performance was viewed as adequate to more than adequate overall. The weakest area was in familiarity with equipment and machines used on the job where 10 percent of the graduates were judged inadequate. Practically all of the employers stated they would hire other Montgomery College graduates in the same skill area without reservation or with careful screening. For many of the career curriculums, suggestions were made by the employers for improved or additional training.

The findings of this study were seen as virtually identical to those of the first employer survey. Of special interest in that study was the feeling among employers that the A.A. degree was not essential for job

entry. This finding was verified in the present study and has implications for the criteria for success used by the College and its individual programs.

APPENDIX

APPENDIX A

EMPLOYER QUESTIONNAIRE

MONTGOMERY COLLEGE

A two year public community college
ROCKVILLE, MARYLAND 20850 ■ (301) 762-7400

Dear Supervisor:

Montgomery Community College is conducting an evaluation of its educational programs and would appreciate your assistance. As the supervisor of an M.C. graduate, you are in a unique position to provide valuable input into our study.

Please share your knowledge with us by completing the enclosed questionnaire and returning it in the stamped, self-addressed envelope.

Sincerely,

Robert L. Gell
Dean of Institutional Research and Analysis

RLG:aml

Enclosures

CAMPUSES AT ROCKVILLE AND TAKOMA PARK, MARYLAND
Formerly Montgomery Junior College

MONTGOMERY COMMUNITY COLLEGE GRADUATE

EMPLOYER QUESTIONNAIRE

(2-4) _____
Name of Montgomery College Graduate

(5-6) _____
AA Degree or Certificate

Supervisor _____ Title _____

(7) Firm _____

(8) Address _____

_____

(9) 1. Does the position held by this MC graduate require an Associate degree?

(1) _____ Yes

(2) _____ Not required but preferred

(3) _____ No

(10) 2. Do you employ other two-year college graduates?

(11-12) (1) _____ Yes How many? _____

(2) _____ No

3. Do you give preference to a prospective employee with an Associate degree over a person with two years of college and no degree?

(13) (1) _____ Yes

(2) _____ No

4. If an employee in your organization earned an Associate degree would he/she:
(Check appropriate response)

		1	2	3	4	5
(14)	A. Have increased chances of being promoted	☐ Never	☐ Unlikely	☐ Sometimes	☐ Usually	☐ Always
(15)	B. Be expected to assume greater responsibilities	☐ Never	☐ Unlikely	☐ Sometimes	☐ Usually	☐ Always
(16)	C. Be expected to perform job tasks requiring a high level of skills	☐ Never	☐ Unlikely	☐ Sometimes	☐ Usually	☐ Always

5. Based on your own experience of supervising a Montgomery College graduate please indicate how adequate you feel the College prepared her/him in each of the areas listed below. *(Check appropriate response)*

		Inadequate 1	Adequate 2	More than Adequate 3	Not Observed 0
(17)	A. Depth in the various areas of knowledge required by the job is	☐	☐	☐	☐
(18)	B. Scope of the various areas of knowledge required by the job is	☐	☐	☐	☐
(19)	C. Understanding of the theory behind the tasks performed is	☐	☐	☐	☐
(20)	D. Performance of job skills from the beginning of employment was.	☐	☐	☐	☐
(21)	E. Familiarity with equipment and machines used in your operation in the beginning was	☐	☐	☐	☐
(22)	F. Ability to communicate with superior is	☐	☐	☐	☐
(23)	G. Ability to get along with fellow workers is.	☐	☐	☐	☐
(24)	H. Overall work attitude is.	☐	☐	☐	☐

6. Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

(25) (1) _____ Yes - without reservation

(2) _____ Yes - with careful screening

(3) _____ No - Why? _____

7. Please specify any additional skills that you feel an AA graduate you employ should have:

26-27) _____

_____

_____

Is there any weak skill or technical area that should be strengthened by the College?

(28-29) _____

_____

_____

8. Please specify any additional areas of knowledge that you feel an AA graduate you employ should have?

(30-31) _____

_____

_____

Is there any weak area of knowledge that should be strengthened by the College?

(32-33) _____

_____

_____

9. Please feel free to add any additional comments:

(34-35) _____

_____

_____

_____

_____

10. If further evaluation of college programs is needed, would you be willing to share your expertise and be contacted by our faculty?

(36) (1) ☐ Yes (2) ☐ No

Supervisor Completing This Questionnaire:

Name _____

Title _____

Company/Organization _____

Street _____

City/State/Zip Code _____

Please return to: *Dr. Robert L. Gell*
Dean of Institutional Research and Analysis
Montgomery Community College
51 Mannakee Street
Rockville, Maryland 20850

APPENDIX B

List of

EMPLOYERS WHO PARTICIPATED IN THE STUDY

APPENDIX B

EMPLOYERS WHO PARTICIPATED IN THE STUDY

STUDENT'S DEGREE	EMPLOYER	STUDENTS' POSITION/ TITLE
Art Advertising	Montgomery College Rockville, Md. 20850	Instructional Aide
Computer Science/ Business	GEICO 5260 Western Ave. Chevy Chase, Md. 20015	Sr. Computer Operator
Computer Science/ Business	HEW-SRS 330 C St. S.W. Washington, D.C. 20201	Computer Aide
Computer Science/ Business	Montgomery College Rockville, Md. 20850	Instructional Aide
Computer Science/ Business	Montgomery General Hospital Prince Phillip Dr. Olney, Md. 20832	Terminal/Key Punch Operator
Computer Science/ Business	Search-Mark Inc. 5400 Pooks Hill Rd. Bethesda, Maryland 20014	Programmer Analyst
Computer Science/ Business,	United Services Life Ins. Co. 1701 Pennsylvania Ave. Washington, D.C. 20006	Programming Supervisor
Computer Science/ Math	Planning Research Corp./Isc. 7600 Old Springhouse Rd. McLean, Va. 22101	Associate
Computer Science/ Math	Porter Ent. Inc. Aylesbury St. Silver Spring, Md. 20904	Drywall Mechanic
Computer Science/ Math	Sears Roebuck & Co. 5520 Randolph Road Rockville, Md.	Computer Operator
Computer Science/ Math	U.S. Navy N.S.R.D.C. Carderock, Md. 20034	Engineering Tech.

STUDENT'S DEGREE	EMPLOYER	STUDENTS' POSITION/ TITLE
Criminal Justice	Gallaudet College 7th & Florida Ave. N.E. Washington, D.C. 20002	Supervisor- Transportation/Material
Criminal Justice	Georgetown Prep School 10900 Rockville Pike Rockville, Md. 20852	Security Officer
Criminal Justice	McDonalds Raw Bar Old Georgetown Rd. Bethesda, Md. 20014	Bartender
Dental Assisting	Columbia Dental Assoc. 10840 Little Patuxent Pkwy. Columbia, Md. 21044	Dental Assistant
Dental Assisting	Dr. H. Eskew Dr. Frank Wallace 10301 Georgia Ave. Silver Spring, Md. 20910	Orthodontic Nurse
Dental Assisting	George Krupinsky Jr. D.D.S. Howard County Medical Center St. Johns Lane Ellicott City, Md. 21043	Dental Assistant
Dental Assisting	Dr. Marvin B. McLean D.D.S. Dr. Jeffrey B. Stallsmith Wildwood Medical Center Suite 202 Bethesda, Md. 20014	Dental Assistant
Dental Assisting	Albert E. Postal, D.D.S. 700 Sligo Avenue Silver Spring, Md. 20910	Dental Assistant
Dental Assisting Certificate	American Finance Mgt. Corp. 1320 Fenwick Lane Silver Spring, Md. 20910	Secretary
Dental Assisting Certificate	Dr. Hector Castro 9112 Old Georgetown Rd. Bethesda, Md. 20014	Dental Assistant
Dental Assisting Certificate	Dr. Ronald M. Starr 4405 East West Highway Bethesda, Md.	Dental Assistant

STUDENT'S DEGREE	EMPLOYER	STUDENTS' POSITION/ TITLE
Dental Laboratory Technology	Dees Dental Lab 15 Silopanna Drive Annapolis, Md. 21401	Dental Lab Technician
Dental Laboratory Technology	J. M. Ney Co. Maple Wood Ave. Bloomfield, Conn. 06002	Dental Lab Instructor Educational Services
Engineering Tech./ Electronics	General Kinetics Inc. 12300 Parklawn Drive Rockville, Md. 20852	Field Service Technician
Engineering Tech./ Electronics	LASL (Los Alamos Scientific Labs) Los Alamos, New Mexico 87544	Electronic Technician
Fire Science	Bethesda Fire Dept. Box 0 Bethesda, Md. 20014	Firefighter
Fire Science	Conduit Road Fire Board 5920 Mass. Ave. Washington, D.C. 20016	Fire Sergeant
Fire Science	Gaithersburg Wash. Grove Fire Dept. #13 E. Diamond Ave. Gaithersburg, Md. 20760	Firefighter
Fire Science	Kensington Vol. Fire Dept. 10620 Conn. Ave. Kensington, Md.	Sergeant
Fire Science	Silver Spring Fire Dept. P.O. Box 69 Silver Spring, Md. 20910	Tech./Firefighter
Fire Science	Silver Spring Fire Dept. P.O. Box 69 Silver Spring, Md. 20910	Sergeant
Fire Science Certificate	Bethesda Fire Dept. P.O. Box 0 Bethesda, Md. 20014	Technician
Fire Science Certificate	Bethesda Fire Dept. P.O. Box 0 Bethesda, Md. 20014	Lieutenant

STUDENT'S DEGREE	EMPLOYER	STUDENTS' POSITION/ TITLE
Fire Science Certificate	Burtonsville Fire Dept. Burtonsville, Md. 20730	Station Commander
Fire Science Certificate	Glen Echo Fire Dept. 5920 Mass. Ave. Washington, D.C. 20016	Fire Technician
Fire Science Certificate	Glen Echo Fire Dept. 5920 Mass. Ave. Washington, D.C. 20016	Technician
Fire Science Certificate	Kensington Fire Dept. 10620 Conn. Ave. Kensington, Md. 20795	Lieutenant
Fire Science Certificate	Kensington Vol. Fire Dept. Box 222 Kensington, Md. 20795	Lieutenant Fire Protection Division
Fire Science Certificate	Kensington Fire Dept. 10620 Conn. Ave. Kensington, Md. 20795	Firefighter
Fire Science Certificate	Montgomery County Fire Fighter 6600 Wisconsin Ave. Chevy Chase, Md. 20015	Firefighter
Fire Science Certificate	Dept. of Fire and Rescue Services, Mont. Co. 6110 Executive Blvd. Rockville, Md. 20852	Instructor, Lieutenant
Fire Science Certificate	Rockville Fire Dept. Rockville, Md. 20850	Firefighter
Fire Science Certificate	Montgomery Co. Fire/Rescue Services S.S.F.D. P.O. Box 69 Silver Spring, Md. 20907	Sergeant
Fire Science Certificate	Silver Spring Fire Dept. 8131 Georgia Ave. Silver Spring, Md. 20910	Technician
Fire Science Certificate	Wheaton Rescue Squad 11435 Grandview Ave. Wheaton, Md. 20902	Rescue Technician
Hospitality Mgt. Hotel/Motel	Ramada Inn 5910 Princess Garden Pkwy. Lanham, Md.	Management Trainee

STUDENT'S DEGREE	EMPLOYER	STUDENTS' POSITION/ TITLE
Instructional Aide Certificate	Montgomery Co. Public Schools Carderock Springs Elem. Persimmon Tree La. Potomac, Md.	Special Education Aide
Instructional Aide Certificate	Montgomery Co. Public School Travilah Elem. Dufief Mill Road Gaithersburg, Md. 20760	Teacher Aide
Medical Lab Tech.	Childrens Hospital 2125 13th St. N.W. Washington, D.C. 20009	Chief Tech. Chemistry
Medical Lab Tech.	Holy Cross Hospital Silver Spring, Md.	Lab Technician
Medical Lab Tech.	Litton Bionetics 5510 Nicholson Lane Kensington, Md.	Immunology Tech.
Medical Lab Tech.	Suburban Hospital Bethesda, Md. 20014	Lab Technician
Medical Lab Tech.	Suburban Hospital Old Georgetown Road Bethesda, Md. 20014	Medical Lab Technician
Mental Health Assoc.	Chestnut Lodge Private Mental Hospital 500 W. Montgomery Ave. Rockville, Md.	Psychiatric Aide
Mental Health Assoc.	Montgomery Co. Assoc. for Retarded Citizens 11212 Norris Drive Silver Spring, Md. 20902	Counseling
Mental Health Assoc.	Suburban Hospital Old Georgetown Rd. Bethesda, Md. 20014	Medicare Assistant
Nursing	Prince Georges General Hospital Cheverly, Md.	R.N. Staff
Nursing	Suburban Hospital 8600 Old Georgetown Rd. Bethesda, Md. 20014	O.R. Staff Nurse

STUDENT' DEGREE	EMPLOYER	STUDENTS' POSITION/ TITLE
Nursing	Suburban Hospital Old Georgetown Rd. Bethesda, Md. 20014	Staff R.N.
Nursing	Suburban Hospital Old Georgetown Rd. Bethesda, Md. 20014	Staff Nurse
Nursing	Wallace-Rowden Hospital Lebanon, Missouri 65536	Charge Nurse
Nursing	Washington Adventist Hospital Carroll Ave. Takoma Park, Md. 20012	Title Not Given
Nursing	Washington Adventist Hospital 7600 Carroll Ave. Takoma Park, Md. 20012	Registered Nurse/ Team Leader
Printing Tech.	Defense Dept. Defense Mapping School Ft. Belvoir, Virginia 22060	Chief Graphic Arts Division
Printing Tech.	U.S. Dept. of Congress 14th and Constitution Ave. Washington, D.C.	Press Assistant
Radiation Science	Goddard Space Center/NASA Greenbelt Road Greenbelt, Md.	Health Physicists
Recreation Leadership	Silver Spring YMCA 9800 Hastings Drive Silver Spring, Md. 20902	Assoc. Program Director
Secretarial- Executive	Aspen Systems Corporation 11600 Nebel Street Rockville, Md. 20852	Executive Secretary
Secretarial- Executive	Control Data Corporation 6003 Executive Blvd. Rockville, Md. 20852	Secretary
Secretarial- Executive	Fairchild Industries Germantown, Md. 20760	Secretary
Secretarial- Executive	Maryland National Bank 8630 Fenton Street Suite 1120 Silver Spring, Md. 20854	Secretary

STUDENTS' DEGREE	EMPLOYER	STUDENTS' POSITION/ TITLE
Secretarial-Executive	National Institute of Health Bethesda, Md. 20014	Secretary/Clerk Steno
Secretarial-Legal	IBM Corporation 10215 Fernwood Road Bethesda, Md. 20034	Associate Secretary
Secretarial-Legal	Krauthamer & Partner-Law Firm 5530 Wisconsin Ave. Chevy Chase, Md. 20015	Legal Secretary
Secretarial-Medical	Drs. Sandler, Shearin & Tanton 1811 Prince Phillip Drive Suite T-15 Olney, Md. 20832	Doctor's Assistant
Secretarial-Certificate	OCR Input Services 12216 Parklawn Drive Rockville, Md. 20854	Typist

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